



OF CUMBERLAND COUNTY

CCR&R Advisory Committee Meeting

AGENDA

September 14, 2017

9:00am – 11:00am

Charles Morris Conference Room

- I. **Welcome & Introduction of New Members – Wanda Wesley, Chair**
 - A. Christiana Adeyemi, Head Start Director, Action Pathways
 - B. Tawnya Rayman, Habilitation Program Supervisor, Children's Developmental Services Agency
 - C. Stephanie Lassiter, Owner/Operator, Ruzie Childcare
 - D. Dr. Meredith Gronski, Assistant Professor & Chair, Methodist University
- II. **Determination of Quorum & Call to Order – Wanda Wesley, Chair**
- III. **Approval of Minutes**
 - A. June 22, 2017*
- IV. **President's Report – Mary Sonnenberg**
- V. **CCR&R Vice President's Report & Updates – Candy Scott**
 - A. New FY Committee Members Required Documents & Process (Tamiko Colvin)
 - B. Fourth Quarter Program Results – Outputs and Outcomes
 - C. Open Positions:
 1. Family Support Caseworkers (2)
 2. NC Pre-K Program Specialist
 - D. New Hires
 1. Healthy Social Behaviors Specialist – Elizabeth Chambers
 2. Financial Summary Overview
- VI. **Unit Updates**
 - A. Family Support
 - B. High Quality Maintenance (HQM)
 - C. NC Pre-K
 - D. Professional Development Career Center (PDCC)
 - E. Quality Enhancement Grant (QEG)
 - F. Region 5
- VII. **Adjournment: Next Meeting November 16, 2017 at 9:00 am**





PARTNERSHIP FOR CHILDREN OF CUMBERLAND COUNTY, INC.
CCR&R ADVISORY COMMITTEE MEETING MINUTES
 JUNE 22, 2017, 9:04 A.M. – 10:45 A.M.



MEMBERS PRESENT: Wanda Wesley, Patricia Eaton, Alana Hix, Patricia Crouch, Jim Grafstrom, Deborah Anderson, Angela Crosby, and Heidi Choice

MEMBERS ABSENT: Christopher Williams, Stephanie Burford, and Lisa Hemstreet

NON-VOTING ATTENDEES: Candy Scott, Mary Sonnenberg, Vicky Jimenez, Tamiko Colvin, Anthony Howell, Michelle Hearon, Sheila Jones, Julanda Jett, Linda Blanton, Carole Mangum, Ashleigh Goss, and Michelle Bailey

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON
I. Welcome – Candy Scott, CCR&R Vice President A. Welcoming the New Committee Chair	Candy Scott, CCR&R Vice President, introduced the new CCR&R Advisory Committee Chair, Wanda Wesley, to the other members and staff.	None	None
II. Determination of Quorum & Call to Order – Wanda Wesley, Chair Pre-K/Family Literacy Coordinator, Cumberland County School System	The scheduled meeting of the CCR&R Advisory Committee was held at Partnership for Children (PFC) Resource Center in the Charles Morris Room at 351 Wagoner Drive, Fayetteville, NC, on Thursday, June 22, 2017, beginning at 9:01 a.m. pursuant to prior written notice to each committee member. Wanda Wesley, Chair, determined that quorum was present and called the meeting to order. Tamiko Colvin was the secretary for the meeting and recorded the minutes.	None	None
III. Approval of Minutes A. February 16, 2017*	The minutes for February 16, 2017 CCR&R Advisory Committee meeting were distributed to committee members for their review. Wanda Wesley called for a motion to approve the minutes as presented. Heidi Choice moved to accept the minutes as written. Deborah Anderson seconded the motion. Hearing no further discussion, the motion carried and the minutes were approved.	Motion Carried	None
IV. Grants Manager – Carole Mangum A. FY 16-17 Financial Statement Review B. Year-end CCR&R Grants Discussion	A. Carole Mangum reviewed the Financial Summary for FY 16-17 as of May 31, 2017 relating to the Smart Start, NC Pre-K, and the Region 5 Grants (summary provided):	None	None



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C. FY 17-18 CCR&R Grant Overview	<ul style="list-style-type: none"> • Smart Start Grant - the NC Pre-K Quality Maintenance & Support activity transitioned to a new activity, High Quality Maintenance (HQM). All budgeted funds spent. • NC Pre-K, the Partnership fulfilled all contractual requirements for SFY 16-17. • Due to the Cumberland County Public Library withdrawing the Raising A Reader activity, the amount allocated for Smart Start will not all be spent, thus will be reverted back to NCPC. <p>B. Carole Mangum reviewed the items regarding the CCR&R Year-End Projections:</p> <ul style="list-style-type: none"> • NC Pre-K has spent 99.5% of the grant and all budgets and expenditures are at expected percentage. • Region 5 grants (Core, Healthy Social Behavior, & Infant Toddler) were in contract on July 1, 2016 and all budgets and expenditures are at expected percentage. • The Infant Toddler Project is anticipated to not spend the full allocation due to lapse salary for one vacant position. The Infant Toddler Project is currently fully staffed entering into the new fiscal year. • The Business Office is currently reconciling files and payouts for the prior months. 		



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	<ul style="list-style-type: none"> The Financial Summaries for March and April are available upon request. The NCPC monitoring results have not been released at this time. <p>C. Carole provided an update of the FY17-18 budget for Region 5 Healthy Social Behavior project:</p> <ul style="list-style-type: none"> The budget will increase by 3%. She has not received any additional information regarding the Region 5 CORE and Infant Toddler budgets. 		
<p>V. PD&C Vice President – Linda Blanton</p> <p>A. KidStuff FNA Results B. Regional Dashboard</p>	<p>A. Linda Blanton shared the results of the KidStuff Family Needs Assessment (FNA) Survey to include the questionnaire. The overview included:</p> <ul style="list-style-type: none"> Category percentage data regarding child care demographics, family structures, risk factors, education, home environment, and community awareness. She informed the Committee that Child Advocacy, Army Community Services along with the Partnership utilize and share the information from the community assessment and for the purpose of using it to better serve the community. 	None	None



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	B. Linda provided a demonstration of using dashboards from the Partnership website. She explained that as the Lead Agency, we are mandated to collect, utilize, and share the data to best serve the community based on identified need. The regional dashboard structure was created to be interactive to show the dynamics, compacity, and demand of the families and community.		
VI. President's Report – Mary Sonnenberg A. Partnership Updates	A. Mary Sonnenberg provided an overview of the Partnership's President Report from the June 20 th Finance Committee Meeting (report provided). The report contained the following information: <ul style="list-style-type: none"> • NCPC & Legislative updates regarding the Senate & House budgets and the areas it will affect. • The final budgets were released to the Governor and should conclude by the end of June. • The NC Diaper Bank served a large number of families during the June 3rd the distribution. She provided information on the upcoming Diaper Bank event. • NCPC has not released their monitoring report. • New requirements for technical assistance staff. • Serveral community based surveys being conducted by Greater Fayetteville United Way & NC Justice System. 	None	None



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<p>VII. CCR&R Vice President's Report – Candy Scott</p> <p>A. Third Quarter Programs Results B. Proposed Policy Changes for Subsidy* C. Open Positions D. New Hires E. Pathways to Grade Level Reading Updates F. New Technical Assistance Requirements</p>	<p>A. Candy Scott gave an overview of the CCR&R Smart Start activities:</p> <ul style="list-style-type: none"> The goal for quarter three is to be at 75% or higher (quarterly report provided). Consumer Education & Referral (CER) is currently at 75% or above in the different activity element areas. CER percentages include number of families assisted, Resource Library patrons, parent education that include the number of children impacted by the car seat program, and subsidy (TANF/Non-TANF recipients). Quarter three only reflects outputs. Outcomes will occur during quarter four. Under the High Quality Maintenance activity, five child care facilities have received material grants and the deliverable for this activity has been met. There is no data to report for the NC Pre-K Quality Maintenance & Support activity, because it was terminated during quarter two to create the HQM activity. Professional Development Career Center (PDCC) is an activity based on providing higher education supports. During quarter three, PDCC was able to assist ten additional providers. The projections for the PDCC program will be reviewed and adjusted as needed. 	<p>Motion Carried (section B)</p>	<p>None</p>



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	<ul style="list-style-type: none"> • The Quality Enhancement Grant (QEG) is currently at 38% and will close-out the year at that percentage, because the number of facilities was split with the HQM activity (5 facilities). The QEG activity assisted three facilities with materials grants. • Mary Sonnenberg provided an additional comment regarding the car seat program. She stated the Diaper Bank will collaborate with the car seat program by providing diapers to workshop participants. <p>B. Michelle Hearon, Early Care Administrator presented the Committee with the following:</p> <ul style="list-style-type: none"> • Recommended changes to the Subsidy Program Policies and explained why the changes were needed for the program (policies provided). She provided clarification on items noted by the Committee. Wanda Wesley called for a motion to approve the recommended changes, a motion was made by Alana Hix and seconded by Patricia Eaton. <p>C. Candy Scott informed the Committee of the new hires within the CCR&R Department and introduced Ashleigh Goss, NC Pre-K Coordinator. Candy and Michelle Hearon informed the Committee that interviews will be held for the newly vacant HSB position.</p>		



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	<p>D. Candy Scott gave an update on Pathways to Grade Level Reading, which is a statewide initiative. She informed the Committee of the following:</p> <ul style="list-style-type: none"> • Pathways is focusing on seven areas. The focus areas are healthy birth weight, positive parent/child interaction, supporting families through parent education, regular school attendance, high quality early care and education, social emotional health, and early intervention. Pathways developed three design teams that will focus on the topic areas. <p>E. Candy Scott provided detailed requirements for technical assistance staff that will be effective July 1, 2017 (memorandum provided):</p> <ul style="list-style-type: none"> • The CCR&R Department is currently working with technical assistance staff and developing a professional development plan to ensure that staff meet the state requirements. • Changes will be reflected in current job descriptions. • Mary Sonnenberg added that the technical assistance requirements also apply to Direct Service Providers (DSPs). 		



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<p>VIII. Unit Updates</p> <ul style="list-style-type: none"> A. Family Support B. HQM C. NC Pre-K D. Professional Development Career Center E. Quality Enhancement Grant F. Region 5 	<p>A. Vicky Jimenez, Family Support Coordinator, gave the updates for the Family Support Unit:</p> <ul style="list-style-type: none"> • NCPC and in-house monitoring was conducted on Consumer Education, Subsidy, Eva L. Hansen Resource Learning Library, and Car Seat Program. • NON-TANF and TANF children served, completion of provider's contracts & MOAs, number of referrals provided for Cumberland County and Region 5, the number of new patrons for the library, activities the Grandparent Support Group will be participating in during the summer, car seat program and Diaper Bank. • Referral Assessment Call for this fiscal year has not been received <p>B. Michelle Bailey, Early Education Coordinator-HQM, reported the following items:</p> <ul style="list-style-type: none"> • HQM closed out this fiscal year's sites and classrooms that received re-assessments for their star rated license. • Program Assessment Scale (PAS) reliable staff are in progress with piloting four sites using the tool. • HQM staff are being certified in CLASS. This tool will be utilized during technical assistance (teacher/children interaction) along with the ERS. • Monitoring has been completed and awaiting results. 	None	None



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	<ul style="list-style-type: none"> • HQM Unit along with the QEG Unit is currently working with the IT department to have needed documentation/forms available online to be utilized while in the classrooms. This process will help eliminate the amount of paper being used and time spent. • FTCC received a grant for their outdoor learning environment and HQM will be assisting with the implementation of improving the outdoor learning environment. <p>C. Anthony Howell, Early Education Administrator, gave the NC Pre-K updates:</p> <ul style="list-style-type: none"> • He informed the committee that they are currently working on a summary of findings for the verification of SFY 16-17 child applications, and it should be available soon. • Currently focusing on the prioritization and placement of children and are receiving assistance from DCDEE on the prioritization system. • Currently entering child applications into the system. • NC Pre-K Institute and the Director's opening meeting scheduled for August. 		



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	<ul style="list-style-type: none"> • Transition activities planned for NC Pre-K children entering the school system and three year olds entering the NC Pre-K program. • The TS Gold Online has been purchased and will be available in SFY 17-18 for teachers to utilize. Training will be provided by Teaching Strategies, along with assistance from the consultants. Michelle Bailey interjected on how they are currently assisting teachers and that the new system will be more effective and beneficial. Candy Scott also added that additional funds given for quality activities will be beneficial to the program in terms of professional development. <p>D. Julanda Jett, Professional Development Manager, gave an update for the Professional Development Career Center:</p> <ul style="list-style-type: none"> • The College Fair was held on June 3rd at Fayetteville Technical Community College. • The Regional Training Conference was held on June 10th. • The Leadership Academy for FY 17-18 will consist of new members and existing members will serve as mentors. • College registration will be held the week of July 10th. 		



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	<p>E. Sheila Jones, Early Education Coordinator-QEG, gave the updates for the QEG Program:</p> <ul style="list-style-type: none"> • Her report informed the committee that materials have been ordered and received for all eight facilities, Mock post-assessments are currently being completed • In-house & NCPC monitoring have been conducted and awaiting results. • One staff member has completed the Business Administration Scale (BAS) training and working towards completion of certification. <p>F. Michelle Hearon, Early Care Administrator, provided regional deliverables updates for this fiscal year:</p> <ul style="list-style-type: none"> • Healthy Social Behavior and Infant Toddler projects are on track with reaching the regional technical assistance goals. • Having difficulties in some areas of consumer education referrals, professional development, and school-age technical assistance. • Regional deliverables changes for fiscal year 17-18. • Currently interviewing candidates for the vacant HSB position. 		



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TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION	ACTION	FOLLOW-UP PERSON
IX. Upcoming Committee Meetings/Events/Information	Wanda Wesley informed the Committee of upcoming event information/opportunities (See Attached Agenda).	None	None
X. Adjournment	Adjournment - As there was no further business, Wanda Wesley called for a motion to adjourn. Angela Crosby motioned and Patricia Eaton second the motion. The meeting was adjourned at 10:45 a.m.	Motion Carried	None

Submittal: The minutes of the above stated meeting are submitted for approval.

 Secretary for the Meeting

 Date

Approval: Based on Committee consensus, the minutes of the above stated meeting are hereby approved as presented and/or corrected.

 CCR&R Committee Chair

 Date



The support you need to help children succeed.

PFC is a 501(c)(3) nonprofit organization supported by public and private funds through Smart Start, NC Pre-K, tax-deductible donations, and grants.

CCR&R ADVISORY COMMITTEE – President’s Report

Thursday, September 14, 2017

- A. North Carolina Partnership for Children (NCPC) Update / Legislative Update
 - 1. Legislature out of session. Special sessions focused on redrawing district lines.
 - 2. ED Forum held earlier this month.
 - a. DHHS and DCDEE staff present and provided updates. Top DHHS priorities – Moving from fee for service to managed care for Medicaid, addressing NC’s growing opioid crisis and early childhood initiatives
 - b. Birth – 3rd Grade Council – collaborative work between DPI and DCDEE
 - c. Governor’s Early Childhood Advisory Council being reformed
 - d. Child Care Commission – members appointed. Some are new, some continuing on the Commission. Important to get providers to respond to public comment as regulations are reviewed. Next sets being reviewed are the Rated License Rules and Administrative Action Rules.
 - e. New quality dollars for Infants and Toddlers
 - f. Market Rate Study getting ready to be done. Focus on how partnerships can support providers in providing accurate information on their costs
 - g. Teacher Compensation will be reviewed more beyond what is in the CCDF plan
 - h. NCFAST – Cumberland County is slated to go online this fall, along with several other big counties. Adjustments being made in the system.
 - i. Pathways to Grade Level Reading – Design team and workgroups moving forward addressing the priority areas in the plan. Looking at how the pieces fit together with the ESSA plan
 - 3. Dolly Parton Imagination Library RFA released. We will submit a request by the September 12th deadline to expand in Cumberland County. We will be looking at recruitment strategies as well as ways to actively engage families in literacy efforts. Partnerships will receive base allocations to manage the program.
- B. PFC Annual Celebration, October 5, 2017, Snyder Memorial Baptist Church
 - 1. Caught in the Cookie Jar is catering the meal.
 - 2. Susan Perry-Manning, Deputy Director DHHS will be the speaker to bring state perspective
 - 3. Invitations will be going out soon.
- C. Driving Force Awards
 - 1. Would like more nominations. Categories for individuals and organizations
 - 2. Creating a category for volunteer recognition for our corporate volunteer partners (Kohl’s, Walmart, Cintas, CarMax)
- D. NCSU Institute for Emerging Issues, Crib to Career Workshop, August 29, 2017
 - 1. Representation from multiple counties within the Sandhills/Southeastern region

Child Care Resource and Referral (CCR&R) Smart Start Activities
Quarter Four Summary Report for FY16.17

Activity	Output Description	Projected Total for Year	Q1	Q2	Q3	Q4	YTD	% Achieved	
CCR&R	Consumer Education & Referral: Number of families participating	893	256	278	223	484	1,241	139%	
	Resource Center/Lending Library: Number of adults who use lending library resources	150	50	70	74	64	258	172%	
	Parent Education: Number of children from families receiving education on the proper use and installation of child safety seats	150	43	70	53	67	233	155%	
	Child Care Subsidy (TANF): Number of children funded	140	68	19	28	34	149	106%	
	PFC Child Care Subsidy (Non-TANF/CCDF): Number of children funded	36	13	6	8	9	36	100%	
	Outcome Description				Q2		Q4		
	Average star rating for subsidized children in FY15.16				4.44		4.44		
Percentage of subsidized Children in 4 & 5 star care in FY15.16				89%		89%			
	Output Description	Projected Total for Year	Q1	Q2	Q3	Q4	YTD	% Achieved	
High Quality Maintenance	Number of facilities receiving a materials grant	5	0	5	0	0	5	100%	
	Outcome Description				Q2		Q4		
Average ECERS-R Score				No Data Yet		No Data Yet			
	Output Description	Projected Total for Year	Q1	Q2	Q3	Q4	YTD	% Achieved	
NC Pre-K Quality Maintenance & Support	Number of child care facilities participating	68	67	Activity Terminated			67	99%	
	Outcome Description				Q2		Q4		
	Average star rating of participating facilities								
Facilities with results									
	Output Description	Projected Total for Year	Q1	Q2	Q3	Q4	YTD	% Achieved	
Professional Development Career Center	Number of child care providers attending a college course	130	85	0	34	30	149	115%	
	Outcome Description				Q2		Q4		
	Number of staff with completed college courses with a grade of "C" or better				76		130		
Percentage of staff with completed college courses with a grade of "C" or better				89% (76/85)		87% (130/149)			
	Output Description	Projected Total for Year	Q1	Q2	Q3	Q4	YTD	% Achieved	
Quality Enhancement Grant	Number of facilities receiving a materials grant	8	8	-5 (To HQM)	0	0	3	38%	
	Outcome Description				Q2		Q4		
Average star rating of participating facilities				2.75		3.0			

Taking Applications Now

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**Be the
Driving
Force...**

To qualify:

- Your child must turn four (4) on or before August 31, 2017
- Your family gross income is at or below 75% of the state median income

Applications are available at ccpfc.org/Families or at the Partnership for Children of Cumberland County.

Additional eligibility factors include:

- Developmental disability
- Your child is a military dependent of an active duty service member or a military service member that has been seriously injured or killed while active duty
- Limited English proficiency
- Educational need or chronic health conditions



Apply today!

*Although a child may meet one or more eligibility factors, placement is not guaranteed in a NC Pre-K classroom. Placement in your preferred location is also not guaranteed.



(910)867-9700 • 351 Wagoner Drive, Suite 200, Fayetteville, NC 28303

PFC is a 501(c)(3) non-profit organization supported by public and private funds through Smart Start, NC Pre-K, tax-deductible donations, and grants.